

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF SCHOOL TRUSTEES**

**MILAN COMMUNITY SCHOOL CORPORATION**

**JULY 20, 2015**

**The Board of School Trustees met in regular session at 7:00 p.m. on Monday, July 20, 2015. Attending were Board members Gregory Lewis, Timothy Tuttle, Michael Brandes, and Jason Honeycutt. Edward Amberger was absent. Also attending was Superintendent Paul Ketcham. President Gregory Lewis presided. The meeting opened with the Pledge of Allegiance.**

**Mr. Tuttle motioned to approve the minutes from the June 15, 2015 regular and executive meetings and the June 22, 2015 public hearing and special meeting. Seconded by Mr. Brandes.**

**Motion carried 4-0.**

**Comments from Patrons/Staff: None**

**Old Business:**

**Mr. Amberger entered the meeting 7:01 p.m. Mr. Brandes motioned to approve the high school student handbook as emailed to the Board after the June 22, 2015 meeting. Seconded by Mr. Honeycutt.**

**Motion carried 5-0.**

**New Business:**

**Mr. Honeycutt motioned to approve Mr. Ketcham's recommendation to revise the classified handbook to denote additional compensatory duties to a cafeteria manager position, whereby one individual will be in charge of state and federal reports concerning the food service program will coordinate the commodity program, maintain files on free and reduced lunches, and recommend policy changes. This person will receive an additional \$2.00 more on the hour than the cafeteria manager pay. Seconded by Mr. Tuttle. Motion carried 5-0.**

**Mr. Brandes motioned to approve a request from Becky Dearwester representing the youth wrestling club, to use the sports building for their activities from October thru March. Mr. Prifogle has approved the request with stipulations. Seconded by Mr. Honeycutt. Motion carried 5-0.**

**Mr. Honeycutt motioned to add an agenda item. Seconded by Mr. Amberger. Motion carried 5-0.**

**Mr. Brandes motioned to approve the present contract of Mr. Ketcham to be retroactive to the 2014-15 school year. Seconded by Mr. Amberger. Motion carried 5-0.**

**Mr. Tuttle motioned to add the 2016 budget calendar to the agenda. Seconded by Mr. Amberger. Motion carried 5-0.**

**Mr. Honeycutt motioned to approve the following 2016 budget calendar: July 20 – Board authorizes to advertise budgets, levies, rates, CPF, BRP plans, and public hearing; August 17 – resolution to authorize adjustments to line 1 & 2 for 2015 and 2016 budgets; August 18 – tentative Board work session; August 21 – deliver budget Form 3, CPT and BRP to newspaper; August 21 – Submit to DLGF via Gateway – Form 3; August 25 & 27 – first publication; August 26 – check publication ; September 1 & 3 – second publication; September 2 – check/review second publication; September 21 – public hearing form budgets, CPT & BRP, adopt CPF & BRP, need resolution to adopt CPT & BRP; September 22 – take CPT *Notice of Adoption* to paper; September 24 & 29 – publish *Notice of Adoption* of CPF; September 25 – Review/check paper for *Notice of Adoption*; October 5 – Request *Certificate of No Remonstrance* of CPF plan; October 19 – adoption of budgets, levies and rates; and October 20 – file adopted copies with DLGF via Gateway – mail documentation to Candy Stockoff. Seconded by Mr. Brandes. Motion carried 5-0.**

**Superintendent’s Report:**

**Mr. Ketcham reported the area superintendents are waiting to hear if they are the recipients of a grant to fund the Alternative Suspension Program for students. He will keep the Board updated.**

**Personnel:**

**Mr. Ketcham stated he had accepted the resignations of Jill Mezger as elementary instructional aide; Brian Owens as jr. high football coach; Tammy Bush as high school cafeteria manager; Liz Marietta as elementary physical education teacher; Lori Tharp as MHS/MMS music and choir teacher; and Cody Kohrman as custodial/maintenance.**

**Mr. Tuttle motioned to approve the following for certified personnel: Mrs. Rogers’ recommendation to employ Patsy Holdworth as a part-time music teacher for MES for Mrs.**

**Karsteter's one year leave of absence; Mr. Langferman's recommendations to (a) employ Sara Gonzalez as the Spanish teacher, and (b) employ Kari Siehs to fill the vacancy of Lori Tharp; and the recommendation to employ Danielle Lammering as a 4<sup>th</sup> grade teacher for the 2015-16 school year (needed to the increase in size of the 4<sup>th</sup> grade). Seconded by Mr. Amberger. Motion carried 5-0.**

**Mr. Amberger motioned to approve the following for classified personnel: Ginny Shannon's recommendation to employ JoEll Williams to a 3 hour cafeteria position; 2. Mrs. Rogers' recommendations to employ (a) Marcia Holcomb as a special education aide, and (b) Jane Brinkman as the technology aide to fill Lisa Combs' vacancy; and 3. Mr. Ketcham's to employ (a) Amy Fox as the high school cafeteria manager to fill the vacancy of Tammy Bush, (b) Jack Luhning as the elementary maintenance supervisor, and (c) Ginny Shannon as the food service director. Seconded by Mr. Brandes. Motion carried 5-0.**

**Claims and Financial Report:**

**Mr. Honeycutt motioned to approve vendor checks #38223 through #38313, deposit advice #51078 through #51442, and the financial report. Seconded by Mr. Brandes. Motion carried 5-0.**

**President's Prerogative:**

**Mr. Ketcham stated it had been a very busy summer. He invited everyone in attendance to tour the elementary building at the close of the meeting.**

**Mr. Brandes thanked everyone for attending the meeting stating their attendance showed their support and interest for the community and the students.**

**Mr. Lewis thanked everyone for attending and expressed his wish for them to enjoy the rest of the summer.**

**Mr. Amberger motioned to adjourn the meeting. Seconded by Mr. Brandes. Motion carried 5-0.**

**Meeting adjourned 7:12 p.m.**